

VILLAGE *of* WESTERN SPRINGS



740 HILLGROVE AVENUE | WESTERN SPRINGS, IL 60558-1478 | www.wsprings.com

December 26, 2019

PRESIDENT

Alice Gallagher

Via email (Drew.Parker@crowncastle.com)

Drew Parker

Government Relations Specialist, Central Region

Crown Castle

947 Parkview Blvd.

Lombard, Illinois 60148

TRUSTEES

Heidi Rudolph

William Siffermann

James Tyrrell

Nicole Chen

Alan Fink

James John

**Re: Village of Western Springs
Crown Castle Application #1
Small Wireless Facility on Wood ComEd Utility Pole
Location: 5040 Fair Elms Avenue**

CLERK

James Horvath

Mr. Parker,

MANAGER

Ingrid Velkme

The Village of Western Springs is in receipt of a small cell application emailed to the Village by you on November 26, 2019 (the "Application"). Staff has reviewed the Application and finds it to be incomplete and/or deficient based on the following:

DIRECTORS

Grace Turi

Pat Schramm

Martin Scott

Matthew Supert

Patrick Kenny

Brian Budds

Ellen Baer

Aleks Briedis

1. The Application was not submitted on the Village's Small Cell Application Form. A copy of that form is attached for your use. The Village's Small Cell Application Form should be completed and returned with your resubmittal.
2. Please provide all information required in the Application Checklist and Requirements section of the Village's Small Cell Application Form, including, but not limited to, the following missing information:
 - a. A traffic control plan demonstrating the protective measures and devices that will be employed consistent with the *Illinois Manual of Uniform Traffic Control Devices*, to prevent injury or damage to persons or property and to minimize disruptions to efficient pedestrian and vehicular traffic. If it is claimed that no traffic control plan is necessary, a statement setting forth the basis for no traffic control; and
 - b. An emergency contingency plan which shall specify the nature of any potential emergencies, including, without limitation, construction and hazardous materials emergencies, and the intended response by the applicant. The intended response shall include notification to the Village and shall promote protection of the safety and convenience of the public.

POLICE Tel 708.246.8540 Fax 708.246.3609 | FIRE Tel 708.246.1182 Fax 708.246.4871

VILLAGE SERVICES Tel 708.246.1800 Fax 708.246.0284 | RECREATION Tel 708.246.9070 Fax 708.246.1309

3. Your cover letter does not address the relationship(s) between the various parties named in the Application. For example, Castle Crown Fiber, LLC, is the “applicant” on the Application, NextG Networks of Illinois, Inc. is the party to the ComEd Pole License Agreement and Sprint is listed on the equipment design plans. These parties are each only mentioned individually; none of these parties are listed collectively in the documents provided. There needs to be a disclosure and/or explanation of who the parties are in regard to and how they are related to this Application.
4. Please provide signed agreements or other documentation clearly establishing what wireless services provider Crown Castle is acting on behalf of in this application and the scope of its authority to be an applicant.
5. Relative to the Application documents themselves, you will need to address the following deficiencies and/or missing information in order to complete your Application:
 - a. Pursuant to § 8-13-5(A)(2) of the Western Springs Municipal Code (“Village Code”), a digital photo simulation of the “proposed location providing ‘before and after’ views demonstrating the true visual impact of the proposed small wireless facilities on the surrounding environment” are to be provided. Only “before” photographs were provided.
 - b. Pursuant to § 8-13-5(A)(5) of the Village Code, “a proposed schedule for the installation and completion of each small wireless facility covered by the application, if approved,” is to be provided. None was provided.
 - c. Pursuant to § 8-13-5(A)(6) of the Village Code, a certification that, to the best of the applicant's knowledge, the collocation complies with the written design standards established by the Village, and with the various other requirements set forth in this chapter and Code is to be provided. The certification provided only referenced the State’s Small Wireless Facilities Deployment Act.
 - d. Pursuant to § 8-13-5(A)(8) of the Village Code, in “the event the small wireless facility is proposed to be attached to an existing utility pole or wireless support structure owned by an entity other than the Village, legally competent evidence of the consent of the owner of such pole or wireless support structure to the proposed collocation” is required to be provided. The ComEd collocation agreement provided only included pages 1, 2, 3 and 20. The full agreement, as well as proof that ComEd has approved this particular collocation, is to be provided.
 - e. There is a phone number provided for Crown Castle’s electrical contractor. Is this a 24-hour emergency number, company number, cell number? Please clarify.
6. Please address the following regarding the Certificate of Insurance:
 - a. The Certificate is only issued on behalf of Castle Crown Fiber, LLC and makes no mention of NextG Networks of Illinois, Inc. or Sprint. All claims and acts and

omissions of Castle Crown Fiber, LLC, NextG Networks of Illinois, Inc. and Sprint relative to this equipment located on this ComEd pole should be covered by the Certificate.

- b. The additional insured language at Page 1 of the Certificate of Insurance needs to be revised to include the typical text that is required in all Village agreements: "The Village of Western Springs, and its past, current and future appointed and elected officials, President and Board of Trustees, employees, volunteers, attorneys, engineers and agents (the "Village Affiliates") are additional insureds under this Certificate of Insurance and all related issued insurance policies and endorsements for purposes of defense, indemnification and being held harmless from and against any and all liabilities, obligations, claims, damages, penalties, causes of action, costs and expenses of any kind brought by any person, including the Applicant and their officers, employees, contractors, subcontractors, volunteers and agents or any subsidiaries or affiliates, arising out of or relating to the installation of, maintenance of, location of and/or the operation of the Applicant's equipment or any activities of the Applicant and this additional insured status shall remain in effect for all aspects of the Applicant's equipment or any activities of the Applicant for both ongoing and completed operations. The term Applicant includes Castle Crown Fiber, LLC, NextG Networks of Illinois, Inc. and Sprint and each of their affiliates, subsidiaries and successors in interest and assigns."
- 7. Please address the following regarding your submitted Building Permit Application:
 - a. No information or description of the work necessary for installation is provided.
 - b. Address for property, owner's phone number, and owner's cell phone number all missing.
- 8. Please address the following Village comments regarding Structural Calculations (comments also indicated on Village review copy in attached document):
 - a. All equipment must be mounted at least twelve (12) feet above ground level, per Village design standards.
 - b. Address, GIS, and XY coordinate, along with full detail map, should be included.
 - c. Antenna and related shroud is not top mounted on pole. Equipment must be top mounted rather than offset.
- 9. Please address the following comments regarding Crown Castle Node Design Document (comments also indicated on Village review copy in attached document):
 - a. Provide full page map and aerial including aerial XY coordinate system and ComEd pole ID.
 - b. Top mounted antenna: must be installed "directly above the utility pole".

- c. Details for clamping and banding are not provided (e.g. materials, color, etc.).
 - d. All equipment shall be mounted no less than 12' above ground level.
 - e. Please provide A and B alternatives for shroud/equipment box and no shroud/equipment box for radio unit.
 - f. 2"x4" stamped stainless steel or aluminum plate w/ owners name and contact information is required.
 - g. Color of Equipment (Cannister, bracket, etc.).
 - h. Provide detail on color, noise profile, and material type for AirHarmony 4400 Radio unit.
 - i. Clarify detail as indicated on Electrical Details page. Equipment shown is not shown on previous pages. Is this the mounting pole or the utility pole?
10. Provide information showing this installation has received any required review (e.g., environmental assessment and review) by the FCC pursuant to the National Environmental Policy Act ("NEPA"), or is exempt from such requirements. If exempt, please state what the basis is for the exemption and provide proof, including supporting documents that establish that this installation meets such exemption.
11. Provide the following information relative to the operation of Applicant's equipment:
- a. Performance specifications and data that identifies the maximum and minimum amount or level of radio frequency emissions that are produced by the equipment when it is in operational mode.
 - b. Written certification from the Applicant that the Applicant's equipment shall not produce radio frequency emissions that exceed the applicable FCC's regulations while the equipment is located and operated in the Village of Western Springs. This certification shall state that it is applicable to the Applicant's affiliates, joint venturers, partners, subsidiaries, successors in interest and assigns.
 - c. Monitoring plan for the Applicant's equipment that will track and record the daily amounts or levels of radio frequency emissions that are produced by the equipment when it is in operational mode in order to verify that the radio frequency emissions do not exceed the applicable FCC's regulations.
12. The proposed site appears to be outside of the Village Right-of-Way. Please provide proof that the location is within a utility easement that meets the definition of right-of-way as set forth in the State Small Wireless Facilities Deployment Act, and information on the provider's subsequent rights to access the location for maintenance and other purposes following installation.

Once you have resubmitted your application on the proper form, with the requested information, we will be in a position to further review it for compliance with the Village's requirements.

Please do not hesitate to contact me, should you need clarification or have any other questions.

Sincerely,

A handwritten signature in black ink that reads "Martin Scott". The signature is written in a cursive, flowing style.

Martin Scott
Director of Community Development

Attachments

cc: Ingrid S. Velkme, Village Manager (via email, w/ attachments)
Matthew Supert, Director of Municipal Services (via email, w/ attachments)
Michael Jurusik, Village Attorney (via email, w/ attachments)